

## **Minutes of the Judiciary and Law Enforcement Committee - October 1, 2004**

The meeting was called to order at 8:35 a.m. by Chair Mitchell. Being that it was Supervisor Swan's birthday, he was given the honor of leading the committee in the Pledge of Allegiance.

**Present:** Chair William Mitchell, County Board Supervisors Kathleen Cummings, Mareth Kipp, Keith Harenda (arrived at 8:42 a.m. and left at 11:15 a.m.), David Swan, Jean Tortomasi

**Absent:** Carl Seitz

**Staff Present:** Legislative Policy Advisor Dave Krahn, Legis.Associate Sandra Meisenheimer

**Also Present:** Clerk of Courts Carolyn Evenson, Judge Kathryn Foster, Business Mgr. Bob Snow, Emergency Mgt. Coordinator Jim Malueg, Sr. Financial Analyst Mike Baniel, Budget Mgr. Keith Swartz

### **Approve Minutes of September 10, 2004**

**Motion:** Kipp moved, second by Swan, to approve the minutes of 9/10/04. **Motion carried 5 – 0.**

### **Executive Committee Report by Bill Mitchell (Meetings of September 13 & 16, 2004)**

Mitchell said there was a lot of debate on the capital projects and basically everything is moving forward. One project that was held back in order to work on an amendment was the Justice Facility Project Phase II, which involves the courts tower. Mitchell said Chairman Dwyer has authorized mileage for all supervisors attending Finance Committee meetings during budget review.

### **Reports by Committee Member Liaisons**

Cummings reported on the Local Emergency Planning Committee (LEPC) meeting of September 23, 2004. There were discussions on hospital equipment, quotes on seven imaging cameras, \$650,000 for mobile data computers, and a Hazmat situation in a hotel room in Mukwonago which cost \$4,777.

### **Future Agenda Items by Committee Members**

1. Status update of the Self-Help Center.
2. Discuss secure checkpoints for Admin./Courthouse/Justice Facility.
3. Review strategic plan for Circuit Court Services.
4. Review major departmental strategic achievements from 7/1/03 to 6/30/04 for Circuit Ct. Services.
5. Utilization of courtrooms/hearing rooms for judges/court commissioners.

### **Review and Discuss the 2005 Operating Budget for which the Committee Has Budget and Policy Oversight**

#### ***Circuit Court Services:***

Evenson and Snow were present to discuss the Circuit Court Services budget as outlined in the budget book, which includes the mission, financial summary, position summary, and current and proposed capital projects. Total expenditures for 2005 are \$8,452,616 and total revenues are \$4,235,000 for a tax levy increase of \$105,364 or 2.6%. Evenson stated the majority of the increase is due to personnel costs (cost to continue) of \$101,889 or 1.8%. The courts budget represents 5% of the entire county budget. On a single family home in Waukesha County, the court portion is \$24.85. The position summary shows a decrease of .03 FTE positions for a total of 106.02 being budgeted for 2005. They have not added any new positions since 1992. Evenson stated the bulk of their expenditures are non-discretionary. What is ordered in court (psychological exam, GAL, etc.) they have no control over. Regarding capital projects, they are in the final phase in remodeling for courtrooms 121, 295, and 263. Their other capital project (Justice Facility Project, Phase II) was discussed at length at the last meeting.

Evenson and Snow continued with a review of departmental objectives for 2005 for Circuit Court Services, which is in a new format this year with all of the divisions combined under four categories. They covered each item under the following areas as the committee asked questions: Manage Resources with Fiscal Prudence (3), Provide Comprehensive Customer Service (7), Innovate and Seek Continuous Quality Improvement (12), and Retain and Develop a High Quality Workforce (3).

Evenson continued on with the individual divisions under Clerk of Courts -- Administrative Services, Criminal & Traffic, Family, and Civil. Snow covered Juvenile Court, Family Court Counseling, Court Commissioners, and Register in Probate. They reviewed the following areas as outlined in the budget book: staffing (no position or staffing changes -- all divisions), financial summaries, program highlights, and activity. In closing, Evenson explained how many courtrooms and hearing rooms there will be in the courthouse and the courts tower. There are 21 rooms of which 19 will be used. There will be one extra courtroom in the courthouse and one extra in the new secure court facility which would be used for a visiting judge and future growth.

**Motion:** Harenda moved, second by Kipp, to tentatively approve the proposed 2005 Circuit Court Services operating budget. **Motion carried 6 – 0.**

Harenda left the meeting at 11:15 a.m.

***Department of Emergency Preparedness – Emergency Management:***

Malueg and Swartz were present to discuss the Emergency Management operating budget as outlined in the budget book. The Emergency Management Division and budget will be shifted from the County Executive's office to the new Department of Emergency Preparedness upon its formation on July 1, 2005. Malueg said in looking at the budget change column, there are some large increases. For operating expenses, \$70,000 that used to be in non-departmental for the Business Continuity Program has been shifted to his budget, and \$140,000 for the contract that the City of Waukesha has, which was previously non-departmental, will also be transferred to his budget. Malueg reviewed the following programs -- Disaster Management (total expenditures are \$191,517 and total revenues are \$72,745 for a tax levy increase of \$66,589, and Hazardous Materials Management (total expenditures are \$236,395 and total revenues are \$77,725 for a tax levy increase of \$143,411).

Kipp said she didn't understand the wide discrepancy in tax levy from '03 to '04. There was a credit in one year and tax levy in the next. Baniel said the timing comes into play because the revenue is received in one year, but it isn't shown until the next year.

**Motion:** Kipp moved, second by Cummings, to tentatively approve the proposed 2005 operating budget for the Emergency Management Division. **Motion carried 5 – 0.**

**Review and Make Recommendations on Any and All Position Requests in the Operating Budget for which the Committee Has Budget and Policy Oversight**

This item was reviewed as part of the operating budget discussion if applicable.

**Discuss Intent to Apply for Grants**

***2004 Homeland Security Grant Program:***

Malueg said \$521,386 has been applied for. Radio Services will receive \$9,800 for a card access system and the rest will go for a physical security enhancement particularly of the water supply. Most of the money is directed toward the water utilities to provide security at well sites and pump houses.

**Motion:** Cummings moved, second by Tortomasi, to approve the intent to apply for the 2004 Homeland Security Grant Program. **Motion carried 5 – 0.**

***Interoperable Communications Technology Grant Program:***

Malueg said this is sort of a windfall. Because Waukesha County is part of the Milwaukee urban area, we were invited to participate. The amount of the grant requested is \$744,975 with a county match of \$248,325 and will be used for one-time equipment purchases. The purpose is to enhance the public safety voice and data interoperability of the county communications system.

**Motion:** Kipp moved, second by Cummings, to approve the intent to apply for the Interoperable Communications Technology Grant Program. **Motion carried 5 – 0.**

***Urban Area Security Initiative:***

Malueg said this grant in the amount of \$650,000 is in collaboration with the City of Milwaukee, County of Milwaukee, and Washington County. The purpose is to identify a strategic direction for enhancing regional capability and capacity to prevent and reduce the vulnerability of the Milwaukee Urban Area from terrorism incidents.

**Motion:** Cummings moved, second by Tortomasi, to approve the intent to apply for the Urban Area Security Initiative. **Motion carried 5 – 0.**

**Consider Proposed Ordinance: 159-O-057 Accept Homeland Security / Hospital Critical Infrastructure Program Funding and Modify the Emergency Management 2004 Budget to Appropriate Grant Expenditures and Revenues**

Malueg said this ordinance is to accept \$25,671 in federal pass through funding from the State Office of Justice Assistance for the purchase of three Decontamination Equipment kits. The cost per kit is estimated at \$8,557.

**Motion:** Cummings moved, second by Swan, to approve Ordinance 159-O-057. **Motion carried 5 – 0.**

**Motion to adjourn:** Kipp moved, second by Swan, to adjourn the meeting at 12:42 p.m. Motion carried 5 – 0.

Respectfully submitted,

Mareth K. Kipp  
Secretary

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